

**FURNISHING REFUSE COLLECTION SERVICE
FOR
HAWAII STATE PUBLIC LIBRARY SYSTEM
ISLAND OF OAHU
HSPLS 16-12**

SCOPE

Contractor shall provide refuse collection and disposal service for designated libraries and agencies of the Hawaii State Public Library System (HSPLS) on Oahu as listed in the attached Service Schedule. Such service shall include all labor, transportation, and equipment and refuse containers necessary to collect and dispose of refuse in accordance with these Specifications, Special Provisions and 103D General Conditions.

HSPLS reserves the right to add to the contract new or existing libraries at the contracted cubic yard price.

COLLECTION AND DISPOSAL

1. Containers shall be emptied completely during collection, with a minimum of spillage of dust or solids. Spillage of any type shall be completely picked up by the Contractor and the areas left broom clean, free of any debris and rubbish.
2. Empty refuse containers shall be replaced at their stations in a condition that will be safe and accessible to the users.
3. Contractor shall dispose of all refuse collected by transporting to disposal sites that meet the requirements of local ordinance and regulations applicable to refuse disposal.

EQUIPMENT

Vehicles and equipment used by Contractor to collect and remove the refuse shall at all times be clean and well maintained, both mechanically and in appearance. All equipment used to collect and remove refuse shall be covered to prevent littering.

CONTAINERS

1. The number of containers required under this contract is specified in the attached Service Schedule. Containers shall be of three-cubic yard capacity. Larger six-cubic yard containers may be used only with the approval of the library. HSPLS reserves the right to increase or decrease the number or size of containers when necessary.

2. Containers shall be of metal construction, with casters and plastic covers that can be easily opened, closed and locked. The Branch Manager may require substitution of damaged, defective or unsanitary containers at no additional cost to HSPLS by notifying the Contractor in writing.
3. If the Contractor awarded this contract is other than the Contractor currently providing the service, all refuse containers must be delivered to the site locations on or before the July 31, 2016 to prevent any interruption of service to the facility.
4. All containers installed at the start of the contract period (August 1, 2016), shall be clean, uniformly and freshly painted, and in good repair. In the event that the present Contractor is awarded the contract, containers presently at the library sites must meet this requirement.
5. Contractor shall maintain an ample supply of spare containers to serve as replacements or additions, in order that refuse can be handled without delay.
6. The Branch Head shall determine the locations of containers for each library.
7. Contractor will not be responsible for the condition of any container that has been maliciously burned.
8. The Contractor shall provide containers that can be secured to prevent unauthorized dumping. The Contractor is required to furnish locks and spare keys to the Branch Head at all locations at no additional expense to the State.

MAINTENANCE OF CONTAINERS

1. Contractor shall wash and deodorize all containers at least twice a month.
2. Contractor shall oil movable parts (hinges and casters, etc.) quarterly and/or when necessary.
3. Equipment, water, and materials need to perform required maintenance shall be furnished by the Contractor.
4. Contractor shall keep containers in good repair and appearance at his own expense.
5. Any container deemed by the Branch Head to be undesirable shall be replaced with an acceptable container within three (3) calendar days of notification that container is unacceptable. Contractor shall respond within three (3) working days after receiving notification of an undesirable container by reporting to the Branch Head of the action taken to correct the deficiency.

6. Failure of the Contractor to provide replacement for an undesirable container within three (3) calendar days of notification as specified in item 5 above shall be deemed sufficient cause for assessing a penalty of \$20.00 per day per container.

AVERAGE CUBIC YARD PER MONTH

The average numbers of cubic yards of refuse generated per month to be used in invoicing HSPLS each month is calculated as follows:

$AV = X \text{ divided by } 12 \text{ months}$

Where, AV = the average number of cubic yards per month used to invoice HSPLS each month; and

X = the total maximum number of cubic yards per year.

The Contractor will submit monthly invoices based on the average cubic yards per month multiplied by the current contracted price per cubic yard. The average cubic yards per month will be adjusted as the number of container increase/decrease or the frequency of pickup changes as approved by the Contract Administrator through written authorization.

Charges for extra pickups, extra bins, excess refuse, etc., not specified herein, shall be submitted on a separate invoice. Charges shall be based on the actual cubic yards multiplied by the current contracted price per cubic yard. In particular, charges for emergency services shall be invoiced in this manner.

COLLECTION SCHEDULE

1. Collection day(s) shall be arranged with the Branch Head at each location in accordance with the Service Schedule attached. Changes in days designated for collection and disposal service may be made, provided written approval is received from the Branch Head.
2. Contractor shall submit, not later than ten (10) days after receipt of the purchase order, a complete time schedule for each location listed herein, to Contract Administrator. Contractor shall schedule pickups such that pickups are done approximately the same time of each day consistently throughout the contract period.
3. Collections will NOT be scheduled earlier than 6:00 a.m. and all pickups will be completed no later than 6:00 p.m. of the scheduled pickup day. No night trash pickups shall be allowed unless approved by the Contract Administrator.
4. If for any reason collection is not made as scheduled, Contractor shall be given twenty-four (24) hours to “make up” a collection without being penalized. If “make

up” collection is not made within twenty-four (24) hours, the cost of a pickup (3 or 6 cu. yds., depending on the container size) will be deducted from the monthly invoice. Branch Heads will inform the Contractor of any missed pickups in writing.

5. Branch Heads are authorized to schedule additional pickups for their library. Additional pickups are to be billed on a separate invoice.
6. Contractor shall take into consideration the preferred pickup days when developing the Collection Schedule. Reference worksheet “Preferred Pickup Schedule”.